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 NEXT REVIEW DATE: \_\_\_\_\_  
 AUTH: MR 70-2  
 DATE: 4/06/81 REVIEWER: C18995

ER-8-2405

DD/S

58-1494

MAY 7 1956

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT: Termination of Agency Employees

REFERENCE: Memo to DDCI from IG, dated 24 Feb 56, same subject

1. This memorandum returns referenced report for DDCI approval and submits an additional recommendation. Such recommendation is contained in paragraph 4.

2. I have discussed this report with the Director of Personnel and the General Counsel and we have concluded that the recommendations made therein can be adopted without foreseeable difficulty.

(PMA DACE) 3. In elaboration of recommendation 2a of the report, concerning the use of the Director's special authority for terminations for administrative reasons, it is our view that emphasis should be placed on line, rather than Board, action in such cases. The use of the Board procedure may tend to encourage supervisors to evade their responsibilities in such cases by referring them to a Board for resolution. If proper line action has been taken, the ~~only~~ <sup>real</sup> purpose served by invoking the Director's authority is to foreclose those individuals who otherwise would have a right to appeal to the Civil Service Commission from so appealing. This right of appeal to the Civil Service Commission extends to those individuals who are entitled to veteran preference either on the basis of their own military service or of their relationship to a deceased or disabled veteran. Exercise of this right of appeal exposes the entire case to review by the Civil Service Commission with consequent danger of revealing intelligence sources or methods.

(PMA DACE) 4. Accordingly, it is recommended that each proposed termination for administrative reasons, including mediocrity, be treated as a line action in accordance with the procedures contained in Regulation 20-705 up to the point at which, ~~for security reasons~~, it becomes necessary to invoke the Director's special termination authority in order to preclude possible review of the case upon appeal to the Civil Service Commission. This proposal is illustrated in the attached flow chart.

Signed

L. K. WHITE

Deputy Director (Support)

The recommendation in paragraph 4  
 is approved *as amended*.

Attachment

Signed C. P. CABELL

Deputy Director General, USAF

Deputy Director of Central Intelligence

Approved For Release 1999/09/08 : CIA-RDP80-01826R000700160006-6

MAY 1956

D/Personnel

Rec'd 9 May

~~SECRET~~

PROPOSED PROCEDURE FOR SEPARATION FOR ADMINISTRATIVE REASONS

Individual Entitled to CSC Appeal

1. Supervisor initiates charges and recommends termination.
2. Director of Personnel reviews for sufficiency and adequacy and determines under which authority final decision should be made.
3. Supervisor prefers charges.
4. Employee has opportunity to request hearing in reply to charges.
5. Hearing, if requested, before Advisory Committee appointed by Director of Personnel.
6. Consideration of employee's reply and of recommendation of Advisory Committee with decision by Director of Personnel.
7. DD/S review of record and referral to Special ERB or recommendation to DCI to terminate under 102(e).
8. Action by DCI.
9. Appeal, if any, to DCI.

Individual Not Entitled to CSC Appeal

6. Consideration of employee's reply and of recommendation of Advisory Committee, with decision and action by the Director of Personnel.
7. Appeal, if any, to DCI.

**SUBJECT:** Termination of Agency Employees


**ORIGINATING OFFICER:**

25X1A9a

*151*  
*Acting* **Director of Personnel**

*20 Apr 56*  
**Date**

**Distribution:**

O&I - D/Pers w/attachments ✓  
2 - ER  
1 - IG  
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**OD/Pers:** :sn (17 Apr 56)